



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Minutes 12/22/2008

**Capital Planning Committee
Meeting Minutes
December 22, 2008**

In attendance were:

Steve Andrew
John FitzMaurice
Charles Foskett, Chairman
Nancy Galkowski
Steve Gilligan*
Ruth Lewis
Anthony Lionetta
Susan Mazzarella
Barbara Thornton

* Denotes those not in attendance

- **Open Meeting:** Charlie Foskett called the meeting to order. Minutes of the meeting held on December 4, 2008 were reviewed and approved with comment. Nancy Galkowski passed out a draft report prepared by On-site Insights on Town Hall.
- **Town Hall Report:** The report, dated 12/16/08, provides an update on the building's condition, needs and a program for improvement over the next 20 years. The first year (2009) improvements, exclusive of site (salt shed) and the office items, can be funded by current balances in the Capital Plan. It was noted that some of the costs in the future years are relatively small and can be funded through the Operating budgets.
- **Stratton & Thompson School CP Earmarks:** Ron Spangler, a School Committee Member was present to discuss the planned annual Capital Plan allotments for Stratton and Thompson. It is not clear that MSBA can be relied on to assist the Town with improvements to Thompson. The School Committee is still holding out some hope that it may at some point in the future.

After much discussion, the CPC requested that 1) all expenditures for Stratton and Thompson be put on hold. (the School Committee is in agreement with this position), 2) Professional engineering evaluations be performed using existing funds (say around \$8 to \$10k) on the state of the physical plant of each school and to develop a realistic Implementation Plan for each >> building systems (structural, roof, windows, HVAC, electrical and ADA). This effort will not include programming or deal with aesthetic issues, 3) findings should be submitted to the School Facilities Committee and 4) that improvements be executed through the Permanent Building Committee, once findings can be reviewed and the potential of MSBA re-evaluated.

- **SPED Program:** There was discussion about developing an in-district SPED program. It is felt by the School Department that the High School can meet the space requirements of this program but capital dollars are needed to renovate the spaces. The CPC requested an executive summary on the concept to clearly summarize intents, physical space needs and costs, operational costs, the expected number of students involved, potential savings and the ramifications of the “Aging” process. It was suggested that a P/L type accounting system be considered to track \$\$’s and justify the concept. The CPC questioned whether savings could be allocated to other School and Town needs such as renovating the Stratton and Thompson or replenishing a SPED stabilization fund? The CPC will consider approving this year’s renovation request for \$150k, assuming it can be provided the executive summary within two weeks.
- **Facilities Planning:** Ron Spangler raised the issue of doing a system-wide facilities inventory and need study to properly assess and maximize the use of existing schools.
- **Next Meeting:** The next meeting is scheduled for **December 29 @ 5PM**.
- **Adjournment:** Meeting was adjourned.